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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 23 December 1953

FROM : Chief, Coordination and Requirements Staff, LO

SUBJECT: Weekly Report Covering the Period 17 through 23 December 1953

1. GENERAL

a. Instructions for Submission of Materiel Requirements (completed) The proposed Clandestine Services Notice regarding the submission of materiel requirements has been coordinated with the Medical Office, the Office of Communications and the Technical Services Staff. Minor revisions have been made to the instructions and final approval obtained from the organizational elements noted above. The revised Notice was forwarded to the DD/P-Admin on 21 December 1953 and publication is expected by 4 January 1954. 612

2. PROJECTS AND STUDIES IN PROCESS

a. Logistical Requirements and World-wide Stocks (continued) A conference was held on 18 December 1953 with representatives of the PM Staff, for the purpose of presenting a tentative format reflecting requirements and assets data for small arms. It was agreed by the conferees that the data informally developed by representatives of the PM Staff and the Logistics Office would be satisfactory for presentation to higher echelons. Such data reflects, by area division and country, the area division preferences for small arms, current support capabilities with respect to such preferences or substitutions in lieu of preferred items, and ultimate goal requirements. The data for the Far East Division has been submitted to the PM Staff and the data for the remaining divisions will be forwarded within several days. This information will be presented to the respective area divisions by the PM Staff for coordination prior to submission to higher echelons for approval. ✓
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b. Control Unit - Machine Records Processing (completed) The processing of changes, additions and deletions to the master IBM nomenclature (stock status) deck continues as adjustments are received. Further reports will be made at appropriate intervals to indicate the progress and status of this project. ✓

c. Ammunition at [REDACTED] (continued) No change in the status of this project.

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